



UCC Fee Schedule

Office of the Secretary of State
Uniform Commercial Code
P.O. Box 13193
Austin, Texas 78711-3193
512-475-2705

Initial Filing Form – Mail and Fax Filings • <u>Fax Filings Will Result in Additional Fees</u>	Filing Fee: Two pages or less	Filing Fee: Three pages or more
<u>UCC Financing Statement (UCC1)</u> <u>*UCC Financing Statement Addendum (UCC1Ad) & UCC Financing Statement Additional Party (UCC1AP)</u>	\$15.00	\$30.00
Agricultural Lien	15.00	30.00
Contract Agricultural Lien	10.00	10.00
Manufactured-Home Transaction	60.00	60.00
Notice of Federal Lien	10.00	10.00
Public-Finance Transaction	60.00	60.00
Restitution Lien	5.00	5.00
Transmitting Utility	15.00	30.00
<u>Transition Property Notice (TPN1)</u>	15.00	30.00
Utility Security Instrument	25.00	25.00

Amendment Filing Form – Mail and Fax Filings • <u>Fax Filings Will Result in Additional Fees</u> • <u>Filing Fee is Per Change per Amendment Form</u>	Filing Fee: Two pages or less	Filing Fee: Three pages or more
<u>UCC Financing Statement Amendment (UCC3)</u> <u>*National UCC Financing Statement Amendment Addendum (UCC3Ad) & UCC Financing Statement Amendment Additional Party (UCC3AP)</u>	\$15.00	\$30.00
Agricultural Lien	15.00	30.00
Contract Agricultural Lien	10.00	10.00
Judicial Finding of Fact	15.00	15.00
Manufactured-Home Transaction	15.00	30.00
Notice of Federal Lien	10.00	10.00
Public-Finance Transaction	15.00	30.00
Restitution Lien	5.00	5.00
Transmitting Utility	15.00	30.00
Transition Property Notice	15.00	30.00
Utility Security Instrument	25.00	25.00
<u>National Correction Statement (UCC5)</u>	15.00	30.00

Information Request Form – Mail and Fax Filings • <u>Fax Filings Will Result in Additional Fees</u>	Filing Fee
<u>Information Request (Texas) (Form UCC11)</u>	
Search report per debtor	\$15.00
Certification stamp (each)	10.00
Certified copy (per page)	1.00
Plain copy (Public Information per page)	.10
Plain copy (per page)	.10

<u>Additional Fees</u>	Filing Fee
Expedited handling of a filing document or certified record search (per debtor)	\$15.00
Fax acknowledgment copy (per page)	2.00

SOSDirect Online Services- Internet Filings Only	Filing Fee
Initial Filing	
National UCC Financing Statement (UCC1)	\$5.00
Manufactured-Home Transaction	60.00
Public-Finance Transaction	60.00
Transmitting Utility	5.00
Amendment Filing	
• Filing Fee is Per Change per Amendment Form	
National UCC Financing Statement Amendment (UCC3)	5.00
Manufactured-Home Transaction	5.00
Public-Finance Transaction	5.00
Transmitting Utility	5.00
Master Filing	
Full Master Assignment (50 or less assignments)	500.00
Master Amendment (50 or less amendments)	500.00
Each financing statement in excess of 50	.50
Information Request	
Search report per debtor	15.00
Certification stamp (each)	10.00
Certified copy (per page)	1.00
Plain copy (Public Information per page)	.10
Plain copy (per page)	.10
Web Inquiry	1.00

EDI (Electronic Data Interchange)	Filing Fee
Initial Filing	
National UCC Financing Statement (UCC1)	\$5.00
Utility Security Instrument	5.00
Amendment Filing	
• Filing Fee is Per Change per Amendment Form	
National UCC Financing Statement Amendment (UCC3)	5.00
Utility Security Instrument	5.00
Information Request	
Search report per debtor	3.00

Bulk Order Fees	Filing Fee
Master Unload (New Master Unload) – With Data	1,350.00
Master Unload (Previous Master Unload) – With Data	1,150.00
Daily Filing Update/Replacement (Subscription) – With Data & Images	90.00
Daily Filing Update/Replacement (Subscription) – With Data	65.00
Daily Filing Update/Replacement (Subscription) – With Images	65.00
Daily Filing Update/Replacement (One-Time Request) – With Data & Images	100.00
Daily Filing Update/Replacement (One-Time Request) – With Data	70.00
Daily Filing Update/Replacement (One-Time Request) – With Images	70.00
File Layout for Master Unload	No fee
File Layout for Daily Filing Update/Replacement	No fee

Forms

The filing officer requires filers to use the prescribed forms listed to ensure indexing accuracy. Two types of forms have been prescribed: laser and snap out. Effective January 1, 2004, filers are required to use the national standard form (Revision date of 07/29/98) or the form approved by the International Association of Commercial Administrators and adopted by rule by the Secretary of State (Revision date of 05/22/02). All other forms are rejected. The prescribed forms are available in fill-in-the-blank format via the browser and are located on the Agency web site at: <http://www.sos.state.tx.us/ucc/uccforms.shtml>

This applies to only Article 9 records filed as: Financing Statement, Agricultural Lien, Contract Agricultural Lien, Manufactured-Home Transaction, Public-Finance Transaction, and Transmitting Utility. This does not apply to records filed as: Notice of Federal Lien, Utility Security Instrument, Restitution Lien, or Transition Property Notice.

A Social Security, Tax Identification, or Employer Identification Number is not required for filing with the Office of the Secretary of State of Texas and filers are discouraged to include any of these numbers when submitting records for filing. The Organizational Identification Number, if any, is required for an organization debtor name filing.

Read and follow all instructions. Please type or laser-print all forms. Be sure that all information is completely legible. Fill in form very carefully; mistakes may have important legal consequences. If you have questions, consult your attorney. Filing officer cannot give legal advice.

Initial Filing:

IACA Forms: UCC Financing Statement (Form UCC1) (Rev. 05/22/02), UCC Financing Statement Addendum (Form UCC1Ad) (Rev. 05/22/02) and UCC Financing Statement Additional Party (Form UCC1AP) (Rev. 05/22/02); or

National Forms: National UCC Financing Statement (Form UCC1) (Rev. 07/29/98) and National UCC Financing Statement Addendum (Form UCC1Ad) (Rev. 07/29/98).

***Note:** The UCC Financing Statement Addendum (Form UCC1Ad) and/or UCC Financing Statement Additional Party (Form UCC1AP) forms may be supplied as an attachment to the UCC Financing Statement (Form UCC1) (see instructions on form). The UCC1AP form may **only** be used in conjunction with the UCC1 form to **add** multiple debtors or secured parties. A filer may attach any number of addendum and additional party forms to the UCC Financing Statement (Form UCC1) and the filing fee will be determined by the total number of pages as described under Filing Fees.

Amendment Filing:

IACA Forms: UCC Financing Statement Amendment (Form UCC3) (Rev. 05/22/02), National UCC Financing Statement Amendment Addendum (Form UCC3Ad) (Rev. 07/29/98), and UCC Financing Statement Amendment Additional Party (Form UCC3AP) (Rev. 05/22/02); or

National Forms: National UCC Financing Statement Amendment (Form UCC3) (Rev. 07/29/98) and National UCC Financing Statement Amendment Addendum (Form UCC3Ad) (Rev. 07/29/98).

***Note:** The UCC Financing Statement Amendment Addendum (Form UCC3Ad) and/or UCC Financing Statement Amendment Additional Party (Form UCC3AP) forms may be supplied as an attachment to the UCC Financing Statement Amendment (Form UCC3) (see instructions on form). The UCC3AP form may **only** be used in conjunction with the UCC3 form to **add** multiple debtors or secured parties. A filer may attach any number of addendum and additional forms to the UCC Financing Statement Amendment (Form UCC3) and the filing fee will be determined by the total number of pages as described under Filing Fees.

Correction:

IACA Form: National Correction Statement (Form UCC5) (Rev. 05/22/02).

Information Request:

Texas Form Only: Information Request (Form UCC11) (Texas) (Rev. 05/09/01); or

National Form: National Information Request (Form UCC11) (Rev. 05/09/01).

Filing Options

Telefacsimile (Fax) Transmission

All fax filings and information requests are deemed to be expedited and will be subject to **additional fees**.

Filings may be submitted by telefacsimile (fax) transmission and an additional fee of \$15.00 per filing or request for expedited processing is required. Filing fees for documents submitted for filing to the Office of the Secretary of State by telefacsimile (fax) transmission must be paid by credit card or LegalEaseSM. Documents faxed on a Saturday, Sunday, state holiday, or after business hours of 8:00 a.m. (CT) through 5:00 p.m. (CT) will be deemed received on the next business day or when actually received by an employee of the Office of the Secretary of State. For more information on telefacsimile filing, please call

Michelle Robinson at (512) 475-2700 or e-mail mrobinson@sos.state.tx.us. Our telefacsimile (fax) telephone number is (512) 463-1425.

Expedited Handling of Filing Documents

Expedited handling of filings may be requested by presenting documents in-person to the Office of the Secretary of State. An additional fee of \$15.00 per filing is required for expedited processing of an acknowledgment.

Expedited Handling of Information Requests

Search reports and copies of records may be expedited via mail, phone, or an in-person request. An additional fee of \$15.00 per request is required for expedited processing of information requests. All fax information requests are deemed to be expedited requests and will be subject to additional expedited processing fees.

Payment of Filing Fees

Available Options

Filing fees may be paid by client account, personal check, firm check, cashier's check, money order, credit card, or LegalEaseSM. Checks made payable to the Secretary of State must be payable through a U.S. bank or financial institution. Processing cash is time consuming and may delay receipt of your acknowledgment. Filing fees and expedited handling fees for single or multiple documents may be included in the same payment instrument. The Agency may process a refund of any overpayment.

Credit Card

Fees payable to the Secretary of State may be paid with a valid VISA[®], MasterCard[®], or Discover[®] credit card. Fees paid by credit card are subject to a convenience fee (currently 2.1%) of the total fees incurred, when applicable. The convenience fee is assessed per credit card transaction.

If you wish to utilize the credit card payment option, you must submit or transmit a completed **payment form** provided by this office or provide the following information in writing:

1. Credit card to be used (i.e., VISA[®], MasterCard[®], or Discover[®]);
2. Account number;
3. Expiration date; and
4. Signature of the cardholder.

The convenience fee, as well as the designation of acceptable credit cards, are subject to change in accordance with the existing contracts between this office, the Texas Comptroller of Public Accounts, and the relevant financial institutions.

LegalEaseSM

LegalEaseSM is a guaranteed electronic payment method that facilitates the payment of fees to governmental agencies. The service is offered by Frost Bank of San Antonio. To utilize the service a customer maintains funds in an account with Frost Bank and is issued a debit card. The customer provides the card number when filing documents or paying for services received from the Agency. The cost is charged to the customer's account and payment is made by Frost Bank to the Secretary of State.

If you wish to utilize the LegalEaseSM payment option, you must submit or transmit a completed **payment form** provided by this office or provide the following information in writing:

Card number;
Client number; and
Case number.

Information about LegalEaseSM is not available from the Agency, but may be obtained by calling Frost Bank at (800) 253-5749.